

Partners Phone Conference
Tuesday August 14, 2007

Present: Jess Tobin, Ken Adams, Hannah Nash, Marilyn Trosper, Kathy Mitchell, John Finn, Colleen Ferguson, Renee McGrath, Gloria Langstaff, Jodi Oberweiser, Dawn Kingstad, Kim Crowley, Patty Jones, Jo Frankforter

Minutes: of previous meeting approved.

Additions to Agenda: Float return user IDs; Item barcode placement

Unresolved in-transit items: Patty asked if items that have been in transit for more than two weeks could be set to trace. Jess & Patty will work on setting up an in-transit report to run on a regular basis that would be sent via email to partner libraries. This will be discussed at the next meeting after we've had a chance to look at the reports.

Missoula contact: Karl Olson is the new contact for onshelf holds and will replace Claire & Brianna on the partners contact list. His email is:

kolson@missoula.lib.mt.us

It was suggested that if a contact person is going to be unavailable (vacations, etc.) to email an alternate contact to the group.

NCIP Update: Ken reported on some issues with NCIP. He will send detailed mail to the partner group regarding: 1. The due date issue of 1 day being added to due date; 2. Not found as cited due to duplicate bib records; and 3. Holds being placed on items at non-participating libraries. If your library fills a hold for a non-partner library, cancel the hold and notify the pickup library. It was asked who the Missoula NCIP contact is and its Myra.

NVPL Joining Partners: North Valley is going live on Sept 4. The library will be closed the last week in August to catalog. A visit was made to BPL to see "partners in action". Renee asked to have NVPL added to any routing slips, lists, etc. They have purchased 10 crates and will look into buying lids. Renee said they are grateful to the other libraries for all their help. NVPL mail will be routed through Missoula. They are planning to float new fiction and audio tapes.

This led into discussion on how "floating" was going. Kathy said due to different spine labels on tapes it's hard to find things and they're not sure

how to shelve. Marilyn has been using temporary spine labels that are easily removed. She will email info on purchasing to the group. Jodi stated that she has a patron that checks out several VHS tapes from Missoula and returns them to Drummond and wondered if this was the intent of "floating". The group agreed it was OK and she could always send any tapes back to the owning library.

Float Return User ID: Some partner libraries do not have a float return user set up. Marilyn asked if each library would create a float return user and that we be consistent. Jess will email the guidelines for user type and user category. Marilyn will add the float return users to the contact list.

Barcode placement: Kim asked if partners would start placing item barcodes horizontally on the upper left corner of the front cover. This is useful for using shelf check machines. HFL and NVPL are now processing books this way. Other libraries place them differently for inventory or based on Library Board preferences. The request will be considered.

Next meeting is scheduled for September 11, 2007 at noon.

Respectfully submitted,
Patty Jones
Flathead County Library